

CAVERSHAM PARK EARTH STATION

M.C. -

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Minutes of a meeting held with F.B.I.S. on the 29th January 1981Present:

Mr. A. Fullerton

Mr. J. Caneparo

Mr. A. Keane

Mr. C. Nairn

Mr. C. Wadman

Mr. E. Fallow

Project Leader

Head of Architectural Unit Q.

Stanley Griffith & Partners (Q.S.)

Chief Engineer F.B.I.S.

F.B.I.S. Caversham

F.B.I.S. Caversham

E.i.C. Caversham

Asst. E.i.C. Caversham

Asst. E.i.C. Caversham

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ACTION1.0 Introductions

- 1.1 F.B.I.S. introduced [] to those present being the F.B.I.S. Chief Engineer in Washington, currently in England to review progress on this project.

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- 1.2 Mr. Fullerton outlined events since the last meeting (chaired by Mr. Caneparo) and explained that following various revisions to the scope of the works requested by F.B.I.S. it had been necessary to negotiate adjustments to the lowest tender figure received earlier.

- 1.3 To assist with these negotiations, Stanley Griffith & Partners, Quantity Surveyors had been employed on behalf of F.B.I.S. to secure the fairest price.

2.0 Finance

- 2.1 Mr. Fullerton explained that the total cost of the project was divided into two parts:-

- (1) Costs expended through the building contract.
- (2) Professional Fees and survey work.

- 2.2 Mr. Keane was called upon to outline a breakdown of building costs. He reported that originally two tenders had been received, one of £39,000 and the other £65,000. Recent negotiations with E.C. Hughes, the lowest tenderer had resulted in an agreed contract sum of £41,562.00. This includes approximately £10,000 of provisional sums and £5,500 prime cost sums.

- 2.3 It was agreed to omit the provisional sum of £2,000 for builderswork in connection with the electrical installation. Q.S.

- 2.4 [] requested a detailed breakdown of costs agreed and signed by the contractor. Mr. Keane agreed to submit this within a week. Q.S.

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Cont./2...

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ACTION

- 2.5 Mr. Caneparo reported that previous estimates for professional fees had been reduced and now anticipated the following expenses:-

Architects Dept.....	£2,600	(mostly expended)
Clerk of Works.....	£900	(not yet expended)
Engineers Design.....	£1,375	(mostly expended)
Clerk of Works (ENG.).....	£860	(not yet expended)
Engineers Drawing.....	£300	(already expended)
Quantity Surveyors.....	£1,900	(provisional figure)

- 2.6 Noted that Engineers Clerk of Works figure includes for one week of supervision during the erection of dish. F.B.I.S. state this is not necessary.

- 2.7 A further sum of £1,200 has already been funded by F.B.I.S. for the soil investigation work.

3.0 Programme

- 3.1 The following sequence of works was suggested, subject to confirmation by the contractor:-

1. Temporary crossover and road and perimeter fence.
2. Piling by nominated sub-contractor.
3. Pile cap by main contractor.
4. Oversite concrete slab by main contractor.
5. Erect Portacabin by F.B.I.S. - (Structural Unit to confirm strength of slab capable of accepting vehicle load during delivery).
6. Contractor to leave immediate site for period of one week during which [] will be assembled by F.B.I.S. using a 20 ton crane with an 80 foot boom.
7. Security fence to be erected by main contractor.
8. Earthing system completed by E.i.C. Caversham.
9. Clear away and make good the site..

E. Dibb

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B34/CONTRACTOR
TO ARRANGE FOR
CRANE, OPERATOR,
AND CREW

- 3.2 Mr. Fullerton stated that the earliest possible date for Hughes to start on site assuming an order placed next week would be Monday 16th February 1981. Completion would be in 13 weeks i.e. approximately 15th May 1981.

- 3.3 F.B.I.S. To inform A.C.E.D. who is to place the order with E.C. Hughes.

F.B.I.S.

- 3.4 F.B.I.S. Will arrange for any night watchman required for period of [] erection.

F.B.I.S. STAT

4.0 Other Matters Arising

- 4.1 Mr. Fullerton issued a copy of the piling calculation and proposals submitted by Cementation Ltd., for F.B.I.S. Approval. Also Structural Unit drawing 109/341 Rev. A, showing details of the pile cap.

F.B.I.S.

- 4.2 [] requested details to be added to 109/341 of the location of the holding down bolts []

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E. Dibb STAT

Cont./3...

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4.3 Mr. Caneparo returned documents lent to him by F.B.I.S. at the last meeting.

4.4 In addition to variations minuted perviously the F.B.I.S. requested the following further alterations to the design:-

- (1) Security fence to be located outside the line of the edge of the oversite slab not in pockets within it as detailed. A.C.E.D.
- (2) Fence to be reduced to 2.000 metres high and 600 mm angled section. Angled section to slope outwards from compound. A.C.E.D.
- (3) Existing trees on perimeter of site to be pruned to site instructions. New trees not to be planted beyond 100° from the North. A.C.E.D.



- (5) Location of Portacabin to be 2.000 metres from edge of pile cap.

A.C.E.D.

E.i.C.

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Distribution:

Those present plus:-

E. Dibb, Structural Unit

AAF/SC
30.1.81

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65
215

Page Denied

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REMARKS Very successful trip I think. We were

^{12/}prudent to send Harry. He will do up a memo for the record of the instructions he left on how to monitor the negotiations from this point forward which Paul can use as an aide memoire.

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